

Article Number: 844 | Rating: Unrated | Last Updated: Jan 4, 2019 at 10:56 AM

Problem: I'm trying to add a new contact for a visit by clicking 'Revise Primary Contact' and entering the new information when editing the interview, but it still shows the original recruiters information. How do I add a new recruiter for this visit. **Resolution:** The 'Revise Primary Contact' utility was designed with the intention to update the recruiters information OR to change the primary contact for the visit. If you want to select a recruiter that is not listed in the drop down list, you need to create the recruiter's account under the proper organization first, then that recruiter will be available in the drop down list.

Posted by: KB Admin - Nov 11, 2013 at 5:14 PM. This article has been viewed 2792 times.

Online URL: <https://kb.mbafocus.com/article.php?id=844>

why does the original recruiter s information remain when i change Primary Contact ?